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DIRECTOR OF CENTRAL INTELLIGENCE  
**Security Committee**

SECOM-D-404

18 DEC 1980

MEMORANDUM FOR: National Foreign Intelligence Board Members

FROM:

  
Chairman

SUBJECT: Staff Support for DCI Security Committee

REFERENCE: Chairman, NFIB memo NFIB-9.1/34 dated  
13 September 1978

1. Referenced memorandum invited nominations from Community agencies to fill senior positions on the DCI Security Committee Staff. The positions are on a two-year rotational, reimbursable basis. One of them, that of chief of the Facilities Security Branch, was filled two years ago by a supervisory FBI Special Agent whose tour now ends on 31 December 1980. This memorandum invites addressees to nominate a successor, who should be an officer with good experience in a range of Community security matters and be at the GS-15 or O-6 level. Significant qualifications for and major duties involved in this position are described in the attachment.

2. Nominations should be sent to me to arrive by 16 January 1981.

Attachment



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SUBJECT: Staff Support for DCI Security Committee

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SECOM/  :fh (12/16/80)

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CHIEF, FACILITIES BRANCH, DCI SECURITY COMMITTEE STAFF

The Chief, Facilities Branch, DCI Security Committee Staff, is responsible for policy overview and for planning, supervising and coordinating Intelligence Community programming in physical and technical security area. On a full-time basis, he will assist the Chairman, DCI Security Committee, and the Chief of the Committee Staff, in carrying out the Committee's mission under DCID 1/11 and in supporting the DCI's security responsibilities under E.O. 12036. The incumbent will be assisted by professional and administrative personnel assigned to the Staff by CIA. The incumbent works closely with and through the departments and agencies represented on the National Foreign Intelligence Board. ☐ 25X1

The incumbent will be responsible for monitoring Community efforts to secure the U.S. Embassy under construction in Moscow against Soviet technical penetration; for preparing, coordinating and defending budget requests ☐ and for reporting periodically on the program status. It is desirable that the incumbent of this position have experience in management, in budget preparation and defense, and in physical and technical security. ☐ 25X1A

The incumbent's major responsibilities will include:

1. Promoting review and improvement of Community policies and procedures for the physical security of facilities, equipment and information. These include standards for security containers and vaults, access control systems, alarms and penetration detection systems, perimeter barriers, and systems to transmit materials in a secure fashion. ☐ 25X1

2. Assisting the Chairman, DCI Security Committee, in overseeing the work of the following subcommittees and groups:

a. Computer Security - Responsible for developing and monitoring efforts to improve Community standards and procedures to protect intelligence information handled by or stored in ADP systems. ☐ 25X1

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b. Technical Surveillance Countermeasures - Responsible for developing and monitoring efforts to improve Community security programming against the risks of technical surveillance. Monitors for the Chairman, DCI Security Committee, the programs of the Interagency Training Center and the Interagency Telephone Laboratory. ☐

25X1

c. Research and Development - Responsible for planning, establishing and directing programs of R&D leading to improved security equipment and techniques to guard against technical surveillance or penetration of U.S. intelligence facilities and activities. ☐

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NATIONAL FOREIGN INTELLIGENCE BOARD

Enclosure  
NFIB-9.1/34  
13 September 1978

MEMORANDUM FOR NATIONAL FOREIGN INTELLIGENCE BOARD


SUBJECT: Support for the DCI Security Committee

REFERENCE: Chairman NFIB memo of 31 March 1978, subject:  
DCI Security Committee

25X1 ☐ In the referenced memorandum I advised the NFIB of organizational changes affecting the DCI Security Committee and of the establishment of the Community Security Group (CSG) to support it. I am now inviting nominations from NFIB agencies to fill two of the senior positions on the CSG on a rotational, reimbursable basis. Nominees should be officers with good experience in a range of matters of Community security concern, and should be at least at the GS-15 or 0-6 level. Attached is a description of the major duties such officers would be responsible for on the CSG. Nominations should be sent to the Chairman, DCI Security Committee, to reach him by 25 September 1978.

(12 Sep 78)

Attachment

  
STANSFIELD TURNER  
Chairman

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Impossible to Determine  
(reflective date or event, if any)

## DUTIES OF SENIOR OFFICERS ON THE COMMUNITY SECURITY GROUP

The Community Security Group (CSG), established to provide staff support to the DCI Security Committee, includes two branches with major responsibility for physical, technical, personnel and industrial security policy and procedures. The chiefs of those two branches will be responsible, on a full-time basis, for assisting the Chairman, DCI Security Committee, and the Chief, CSG, in carrying out the mission of the Security Committee under DCID 1/11 and in supporting the DCI's responsibilities under E.O. 12036 to "ensure the establishment by the Intelligence Community of common security and access standards for managing and handling foreign intelligence systems, information, and products," and for "providing policy, guidance and technical assistance to departments and agencies regarding protection of intelligence information, including information that may reveal intelligence sources and methods." The officers concerned will be responsible for policy overview in their functional areas, and for planning, supervising and coordinating the development, implementation and monitoring of Community security policies and procedures bearing on those areas. They will be assisted by professional and administrative personnel assigned to the CSG by CIA, and they will need to work closely with and through the departments and agencies represented on the National Foreign Intelligence Board. They will be expected to seek out, plan courses of action concerning, and develop finished recommendations on projects and issues in their areas of responsibility, as well as to respond to specific tasking from higher authority.

The CSG components involved are the Physical Security Branch and the Personnel and Industrial Security Branch. Major responsibilities of the chiefs thereof include:

### a. Physical Security

- Ensuring the review, development and monitoring of Community policies and procedures for the physical security of facilities, equipment and information, to include standards for security containers and vaults, access control systems, alarms and penetration detection systems, physical transmission, and perimeter barriers.
- Assisting the Chairman, DCI Security Committee in directing the work of the following permanent subcommittees and, as appropriate to the qualifications of the officer involved, chairing one of them and directing its activities:

- (1) Computer Security - responsible for reviewing, developing and monitoring the implementation of Community security standards and procedures to protect intelligence processed or stored in computers. (Further details are in Attachment 2 to DCID 1/11.)
- (2) Technical Surveillance Countermeasures - responsible for facilitating the development and use of effective equipment and techniques to defend sensitive U.S. installations or activities against technical surveillance, and for reviewing and developing Community policy on guarding against technical surveillance threats. (Further details are in Attachment 1 to DCID 1/11.)
- (3) Research and Development - responsible for planning, establishing and directing programs of research and development leading to improved security equipment and techniques to guard against technical surveillance, penetration, or modification of computer systems, or other foreign technical threats. (Further details are in Attachment 4 to DCID 1/11.)

--Overseeing the development and monitoring the conduct of programs for training personnel in security techniques.

b. Personnel and Industrial Security

- Ensuring the review, development and use of uniform Community security standards and procedures for the investigation of persons needing access to intelligence information and for the adjudication of investigative results. Ensuring that such standards and procedures and other Government policies governing suitability and loyalty (e.g., in E.O. 10450) are mutually supportive.
- Ensuring the development and coordination of recommendations on administrative measures (e.g., secrecy agreements) and on legislation to enhance the protection of intelligence and intelligence sources and methods.
- Overseeing the development and application of Community programs for the security indoctrination and briefing of persons with access to intelligence information.

--Ensuring the review of security procedures applicable to non-government entities (e.g., industry, academic institutions, contractors) providing support or services to the Intelligence Community, and developing personnel, physical and document security policies and procedures to maintain and enhance the protection of intelligence information released to or generated by such entities.